

approved 4/14/14

Oconee County Library Board

Minutes of the Quarterly Meeting

January 13, 2014

The meeting of the OCLB was called to order by Secretary Kelly Holt. Members present included Robert Wyatt, Kelly Holt, Deann Craft, E.J. Stapler, Mark Campbell, Debbie Wagner, Penny Mills, Kasey Gray-Moore, Adam Cain, and Pat Hallow. Also present were Donna Brumby, Kathryn Ames, and Jackie Elsner.

Members absent: Philip Brown and Scott Gordon.

MINUTES

The minutes from the October 14, 2013 quarterly Board meeting and the October 31 and November 13, 2013 Finance Committee meetings were approved.

Thank you goes out to Penny for the notes from the October 31 Finance Committee Meeting.

ELECTION OF OFFICERS, 2014-2015

Robert Wyatt was elected Chair of the Library Board

Adam Cain was elected Vice-Chair

Kelly Holt was elected as Secretary

Robert Wyatt chaired the remainder of the meeting.

WELCOME NEW BOARD MEMBERS

E.J. Stapler and Mark Campbell were welcomed as new Library Board members.

PUBLIC COMMENT

There were no public comments to report.

BRANCH MANAGER'S REPORT

Some of the highlights from the Branch Manager's report were:

The 6th Annual Haunted House had a theme of "The Wizard of Oz" this year. There were 346 attendees. Young Adult staff Molly Moore and Liz Lord supervised 195 teen volunteers for 910 volunteer hours to create and perform in the event.

A library patron wrote a letter of appreciation for Evan Koch and his services. The patron sent the letter to County Chairman Melvin Davis which was a nice compliment for the library, and for Mr. Koch.

Donna Butler's children's programs in Bogart have been very well received. Programs at the Bogart Library have increased from 7 per month in 2012 to 18 per month in 2013.

Landscaping has been completed for the Watkinsville Library.

Jackie Elsner made her annual gingerbread house and the raffle winner was thrilled to receive (and eat) it!

New cleaning company for the Bogart Library is excellent, but also more expensive. This is something to consider when looking at the 2015 budget.

DIRECTOR'S REPORT

Kathryn reminded everyone about Varsity Hot Dog Day. Varsity Hot Dog Day is January 27th in Atlanta. This is a great opportunity to speak to your legislators about the importance of funding libraries. The State Library has proposed zero funding for the library materials. For rural libraries, this is devastating. We would like to lobby for \$0.35 per capita for library materials.

Library construction projects are also an issue. We need to make sure we are on the list for state construction grants. Varsity Hot Dog Day gives the Board members the chance to talk to our legislators (Senator Bill Cowser and Representative Chuck Williams) and make them aware of our local needs. If you would like to go to this event, please contact Jackie and transportation can be arranged. This is a free event.

Kathryn also mentioned that with the departure of Susan Brodrick from our board, we needed a new member for the Regional Library Board. Penny Mills volunteered to serve on the Regional Library Board.

As far as the budget, Kathryn said that everything looked good so far. She also reminded the Board that if anyone wanted more information or had any questions about the budget, please contact her anytime.

FRIENDS OF THE LIBRARIES REPORTS

Library staff and the Oconee County Library Friends teamed up at the Watkinsville Fall Festival this year to register citizens for library cards. Three cards were issued.

The Oconee County Library Friends and the Bogart Library Friends contributed a total of \$100 to the ARLS Staff Development Day.

The Oconee Library Friends contributed \$23,000 to the Oconee County Library from the Annual Used Book Sale.

Donated books continue to be sorted and stored for the book sale. This year the Friends will hold an additional book sale on Saturday, February 8th. February 7th will be a preview night. This sale will be held in the meeting room of the Watkinsville Library. Please spread the word!

NEW BUSINESS

SPLOST 2015

A town hall meeting will be held tonight at 6:00 pm at the Oconee Civic Center. This meeting will discuss proposed SPLOST projects. Library staff will be there to answer questions of fact, but citizens can be there to support and speak about the importance of the library. Be prepared to answer questions about why this funding is necessary. Be blunt.

A second town hall meeting will be held Monday, February 10th. Please try to attend one (or both) meetings if you are able. The proposals and statistics that we discuss would be helpful to have on hand.

FYI – the 2009 SPLOST contained no funding for the library. Repairs, landscaping and some upgrades were from 2004 SPLOST funds.

2015 BUDGET PREPARATION

The Board will need to submit a new budget by mid-February. We need to consider the restoration of hours for the library and salaries for staff. As previously mentioned, we will need to consider the increase in cleaning costs.

The Finance Committee will meet on Tuesday, January 28th at 4:00 at the Watkinsville Library to look at the 2015 budget.

The next meeting of the Oconee County Library Board is scheduled for April 14, 2014 at 4:30 p.m. at the Bogart Library.

Respectfully submitted, Kelly Holt, Secretary, OCLB

OCONEE COUNTY LIBRARY BOARD

January, 2014 updated 1.2014

<u>NAME/ADDRESS/PHONE</u>	<u>OCCUPATION</u>	<u>APPOINTED BY</u>	<u>TERM EXPIRES</u>
Adam Cain 1281 Windy Creek Dr Watkinsville, GA 30677 706-310-1004 (h) 706-548-8668 (w) 706-206-7310 (cell) Acain77@yahoo.com	Attorney Timmons, Warnes & Associates	Bd. Comm. J. Stratton's unexpired term July 2012	Dec. 31, 2014
Mark Campbell 1021 Stone Shoals Court Watkinsville, GA, 30677 706-310-9863 home 706-207-8652 cell markcampbellpe@bellsouth.net mark@carterengineering.net	Civil Engineer	City Watkinsville 2014	Dec 31, 2018
Deann Craft 242 Hodges Place Bogart, GA 30622 770-725-7295 (h) Dustylga@yahoo.com	Intellectual Freedom 2012-2013 BOOKKEEPER	City of Bogart 2012	Dec. 31, 2016
Scott Gordon 1070 Princeton Lane Watkinsville, GA 30677 706-769-9771 (h) 706-769-5685 x. 1306 (w) sgordon@oconeeschools.org	Dir. Of Curriculum & Instruction 6-12 Oconee Co. School District Finance 2012-2013	Bd. Of Ed. 2011	Dec. 31, 2015
Patricia Hallow 1151 Crabapple Circle Watkinsville, GA 30677 706.310.0880 706.424.2182 (c) pathallow@bellsouth.net	Liaison to OCLF Intellectual Freedom 2012-2013 REALTOR	Bd. Comm. in 2010	Dec. 31, 2014
Kelly Holt 1200 Oconee Forest Drive Watkinsville, GA 30677 706-769-9617 kholt@uga.edu	Secretary Intellectual Freedom Finance Regional Board 2012-2013 UNIVERSITY OF GEORGIA LIBRARIAN	Bd. Comm. in 2010	Dec. 31, 2014
Philip Brown 1040 Brookshire Dr Bogart, GA 30622 706-769-3575 (w) (h) 678-661-0031 (c) 706-424-3268	Principal, North Oconee High School Personnel 2012-2013	Bd. Of Ed in 2011	Dec 31, 2015

pbrown@oconeeshools.org

Penny Mills
1150 Northwoods Road
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706-769-4077 (h)
706-201-4640 (w)
770-654-9932 (c)
pennymills@bellsouth.net

Finance
2012-2013
RETIRE UNIVERSITY DEAN

Bd. Comm.
in 2011

Dec. 31, 2015

E.J. Stapler
1050 Windy Creek Drive
Watkinsville, GA 30677
(706) 769-6693 (h)
(706) 248-4809 (c)
Etapler1050@charter.net

Need profession

Bd. Comm.
2014

Dec 31, 2018

Debbie Wagner
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Athens, GA 30606
706-546-0336 (h)
706-769-1443 (w)
706-318-9681 (c)
Booksgalore001@yahoo.com

Intellectual
Freedom
2012-2013
OWNER BOOKSTORE

Bd. Comm.
In 2011

Dec. 31 2015

Robert Wyatt
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Bishop, GA 30621
706.769.5362 (h)
706.296.6307 (cell)
rewyatt@uga.edu

Finance
Regional Board
Intellectual Freedom
2012-13
RETIRE UNIVESITY PROFESSOR

Bd. Comm
Jan 2010

Dec. 31, 2014

Kasey Gray-Moore
1421 Beverly Drive
Athens, GA 30606
770-653-4477 (h)
706-546-1422 x. 1120 (w)
770-653-4477 (c)
kasey@tag-cpa.com

Finance
2012-2013
FIRM ADMINISTRATOR

Bd. Comm
A. Zimmermann's unexpired term
Dec 2012

Dec. 31, 2016

Board members are appointed for five-year terms by the government agencies. Officers and committee members serve for two-year terms. Current term is 2012-2013. In July of 2013, the Board will form a nominating committee to nominate officers and committee members for the 2014 - 2015. This slate of officers will be presented at the October, 2013 meeting, elected, and begin terms of office in January, 2014. (Bylaws of Oconee County Library Board.)

approved 7/13/15

Minutes of the April 13, 2015 Meeting of the Oconee County Library Board of Trustees
4:30 Bogart Library
Bogart

Present: Robert Wyatt, Penny Mills, Philip Brown, Mark Campbell, Lorena Gay-Griffin, Valerie Bell, Rhea Hébert, Deann Craft, E.J. Stapler, Adam Cain, Susan Curtis

Guests: Janet Guest-Jones, Dee Elliott

Chairman Robert Wyatt determined a quorum was present and called the meeting to order. He thanked the representatives of the Bogart Library Friends for providing refreshments for the meeting. Penny moved that the minutes of the January 12th meeting be approved. Philip seconded the motion. Robert welcomed Valerie Bell, the new Director of the Athens Regional Library System to her first Oconee County Library Board meeting. He also introduced Susan Curtis, a new member of the Board and announced that Susan would serve as secretary to the Board.

Robert noted that there is a vacancy on the Board which needs to be filled by a Board of Education representative. Robert suggested that Stacey Casey, a teacher at North Oconee High School, be contacted about serving. E.J. suggested that the wife or mother of a Board of Education member might have more influence with that board. She pointed out that the library cannot use funds raised by the Friends group for staffing. The library has had to cut hours on Tuesday and Thursday evenings due to a personnel funding shortfall. Philip will talk to Superintendent Branch about filling this vacancy.

Rhea made the Branch Manager's Report. She announced that the Bogart Library will participate in the Bright from the Start summer feeding program sponsored by the Georgia Department of Early Learning. Prepackaged meals will be delivered and served by volunteers one or two days a week. The Watkinsville Library service area did not have enough free or reduced lunch participants to qualify for the program.

Rhea noted that on Monday afternoons representatives from AARP have had four tables in the Watkinsville Library to help people fill out tax returns. The volunteers began on January 26th and will continue through next week.

Rhea summarized the programs and events that were held during the first three months of the year, including one with baby goats. In total there were 122 programs in Watkinsville and 78 in Bogart. Over 3,217 people attended the programs. She noted that an ad for the Summer Reading Program appeared in the Camp Directory distributed in local papers. The theme for the summer reading program is Every Hero has a Story. E.J. suggested that Rhea use the collection of books she won at the recent Children's Literature Conference as a photo opportunity to kick off the summer reading program at the Family Fun Day on May 16th.

Rhea reported that Jessie Johnson resigned. Rebecca Ballard moved from Athens Regional to become the new children's librarian in the Watkinsville Library. Donna Butler and Lorena attended the Summer Performers Showcase & Technology Boot Camp.

Among other activities Rhea explained that she began delivery of large print and audio books to the Oconee Senior Center. The library continues to provide children's books and adult and young adult paperbacks to the Health Department.

Rhea thanked the Oconee Library Friends of the Library Group for a \$10,000 donation from the proceeds of their winter book sale.

Dee Elliott suggested that the townships of Farmington, North High Shoals and Bishop might be contacted to ask for funding support since their residents use the Bogart and Watkinsville Libraries. Rhea said she would consider this idea.

Valerie spoke briefly about her 28 years of previous work experience in New Jersey. She began as a branch manager in a small library and continued to move up until she was in charge of all the branches in her library system. She was Assistant Director of the Ocean County Library System when she accepted the position in Georgia. She has extensive experience working with community and friends groups. She practices a participatory style of management.

Penny made the Friends of the Library report. She noted that the winter book sale went well and garnered \$10,000. Her group continues to visit an 85 year-old woman who formerly had a book stall at J & J Flea Market with her husband. Penny brings back 15 to 18 boxes of books each time she visits this donor. Penny noted that Lesley Maggiore recently died which leaves the Friends group in need of a new Board member and treasurer.

Dee Elliott made the Friends of Bogart Library report. She explained that the City of Bogart provides the space for the Friends Library Bookstore on Main Street. It is open twelve hours per week. Over the five years that it has been in operation it has netted \$5,000 for the Bogart Library. In addition to books it offers VHS tapes and greeting cards. Dee asked why the surrounding townships do not have representatives on the Oconee County Library Board of Trustees. Robert said he would investigate the feasibility of recruiting from these communities. The Oconee County website and the Oconee Enterprise list vacancies on citizen advisory boards.

Robert suggested the Board consider the proposed revisions to the Board's Constitution and Bylaws. Few changes were made and Penny moved that the document be accepted. E.J. seconded the motion. The proposed changes were approved unanimously.

Adam reported on the discussions of the Committee charged with investigating the feasibility of charging for meeting space. There was confusion about why the Board of Commissioners had suggested that the Library charge for meeting space. Initially it was thought that the Commissioners wanted the library to raise revenue. Later it was determined that the Commissioners hoped to direct groups who sought meeting space to other venues such as the Parks and Recreation facilities or the Senior Center. The group decided that it would not be cost effective for the library to charge since the only for-profit usage is coming from tutoring. It was suggested that a line be added to the form which users fill out annually to reserve a room which would state that donations to the Library Gift Fund would be welcome. Rhea agreed to continue to monitor use of group study rooms and bring her findings to the summer meeting.

Penny reported that the Committee looking into options for increasing local funding decided that it is too far into the budget year to have a reception for the Commissioners and the Board of Education. E.J. argued that we need to have a member of the Board of Education at the Family Fun Day for a photo op. She pointed out that since school media centers are closed to students in the evenings and during the summer students who need the resources found there come to the public library. The Board of Education's budget is now \$54 million, but it designates only \$20,000 for the public library. Philip pointed out that 90% of the Board of Education's budget goes to personnel.

Robert summarized his understanding of the status of the expansion of the Bogart Library. The recent decision of the House-Senate conference committee to remove all funding from the state budget came as a surprise. The Bogart Library was the only one of seven libraries designated for funding to be zeroed out. This was not anticipated since Senator Bill Cowsert and Representatives Regina Quick and Chuck Williams had expressed support for the \$2.7 million expansion. There was some speculation that the conference committee action was directed by Terry England, chairman of the House Appropriations Committee, in retaliation for Regina Quick's vote against HB 170, the Transportation Funding Act of 2015. Janet disagreed stating that the expansion was cut due to a disagreement over who would pay for sewage lines for the Bogart Sports Complex which is adjacent to the library. The city of Bogart was willing to pay 60% of the cost of installation with Oconee County picking up the balance. Now the county is requesting that the city cover all the costs. Robert said he would check the County Commissioners minutes to determine what they agreed to. Valerie said she would check with Kathy Ames and Julie Walker to find out what their understanding was.

There being no other business Mark moved that the meeting be adjourned. Penny seconded the motion. The next meeting of the Board will be July 13th at 4:30 p.m. at the Watkinsville Library.

Respectfully submitted,

Susan Curtis
Secretary, Oconee County Library Board

Approved 10/13/14

Oconee County Library Board

Minutes of the Quarterly Meeting

April 14, 2014

The meeting of the OCLB was called to order by Chair Robert Wyatt. Members present included Robert Wyatt, Kelly Holt, Deann Craft, E.J. Stapler, Mark Campbell, Debbie Wagner, Penny Mills, and Adam Cain. Also present were Donna Brumby, and Jackie Elsner.

Members absent: Kasey Gray-Moore, Philip Brown, Pat Hallow and Scott Gordon. Kathryn Ames was also unable to make the meeting.

MINUTES

The minutes from the January 13, 2013 quarterly Board meeting were approved. A motion was made by Penny Mills and seconded by Adam Cain.

The February 5, 2014 Finance Committee meetings were approved pending changes to the amount from the city of Bogart and adding FY 15 to a paragraph for clarification. Motion to approve pending changes was made by Penny Mills and seconded by Adam Cain.

March 18, 2014 Personnel Committee meeting did not have a quorum. No minutes were taken. Robert Wyatt did say that applications were reviewed and selections were made for interviews.

PUBLIC COMMENT

There were no public comments to report.

BRANCH MANAGER'S REPORT

Some of the highlights from the Branch Manager's report were:

Oconee and Bogart Libraries received several generous donations in response to solicitations for Summer Reading Program support. \$500.00 was received from local businesses, in addition to a \$125 Publix gift card, movie passes, and gift cards to Jittery Joe's.

Attendance has been high at children's programs in Watkinsville and Bogart. 545 people attended children's programs in Watkinsville and 973 people attended children's programs in Bogart. Attendance at children's programs is up by 54%.

The Bogart Library hosted an "Insectival" on March 29. This resulted in a large number of first-time library users who responded to promotional materials distributed to area schools.

Malcolm Bridge Elementary School students chose Bogart Public Library as the community organization to receive funds from their spring book fair. A big thanks to Malcolm Bridge Elementary School!

The Oconee Friends of the Libraries had teen volunteers who helped move and unbox books from storage for the spring book sale.

Personnel News

Jackie Elsner will retire from full-time work as the Oconee County Librarian, effective May 30.

Evan Koch, Computer and IT Specialist resigned on February 14 and Eli Wright was hired to replace him.

Kim Staudt was hired as a part-time Library Assistant in January.

DIRECTOR'S REPORT

Donna Brumby filled in for Kathryn and commented on the following topics:

The legislature did not approve funding for the purchase of library materials. This will be an extremely tight year for public libraries. The funding has gone from 65 cents per capita (a few years ago) down to zero.

HB 490 will help libraries by expanding the definition of part-time employees to those working less than 30 hours. This will help with recruitment and retention.

All libraries in the region will see improved bandwidth capacity. The transition to a fiber optic system will take place by July 1.

There have been two major vacancies for branch managers – one in Oconee County and one in Madison County. Madison County has been filled and the Oconee County position is in process.

If there are any questions about the budget, please feel free to contact Mamie Simonds.

FRIENDS OF THE LIBRARIES REPORTS

The Bogart Friends of the Library raised \$236.00 from the used book store and contributed \$600.00 to the Summer Reading Program.

The Oconee County Library Friends made a \$10,000.00 donation from the spring book sale. They also contributed \$600.00 to the Summer Reading Program.

The Oconee Library Friends are still sorting more book donations for the fall sale.

OLD BUSINESS

FY 15 BUDGET

We have asked for funding from our four major funding agencies. We have only heard back from The city of Bogart who has increased materials by \$500.00.

Mark Campbell spoke at the city of Watkinsville meeting and we will most likely hear something around June.

Presentations to the Oconee County Board of Education and the Oconee County Board of Commissioners have been made. We won't have any information until the budgets are finalized.

SPLOST 2015

Robert commended the Friends of the Libraries for making such a strong case for the Oconee County Libraries.

The county has received \$115 million in requests, but expects to collect \$47 million. This makes the decision even more difficult.

The Oconee County Board of Commissioners has decided to move the decision back to the general election. We do not have to resubmit anything.

There will be more opportunities to support the Oconee County Libraries. Several open meetings have been scheduled:

April 28 @ 6 p.m. at the Oconee County Civic Center

May 12 @ 6 p.m. at the Oconee County Courthouse, Courtroom #1

On June 3, the Board of Commissioners will finalize the list of SPLOST projects.

NEW BUSINESS

OCONEE BRANCH MANAGER

There were about 10-12 applicants for the position. Three people were selected to interview. One candidate took another position before the interview. The remaining candidates interviewed on April 4 and 7. After deliberation, the decision was made to re-advertise the search.

MEETING ROOMS

Robert posed the question of charging a fee for use of the Libraries meeting rooms. An ad-hoc committee was formed to study this question for the next meeting. Robert, Adam, E.J. and Deann will form this ad-hoc committee.

The meeting was adjourned at 6:20 p.m.

The next meeting of the Oconee County Library Board is scheduled for July 14, 2014 at 4:30 p.m. at the Oconee County Library.

Respectfully submitted, Kelly Holt, Secretary, OCLB

RE: Minutes from the April 14th Oconee County Library Board Meeting

From: Kelly M Holt

Sent: Thu, Apr 17, 2014 at 11:16 am

To: booksgalore001@yahoo.com, dusty1ga@yahoo.com, acain77@yahoo.com, sgordon@oconeeschools.org, pathallow@bellsouth.net, kasey@tag-cpa.com, pbrown@oconeeschools.org, pennymills@bellsouth.net, Robert Wyatt, Estapler1050@charter.net, mark@carterengineering.net

Cc: Donna Brumby, jelsner@athenslibrary.org, Kathryn Ames

One minor change - The city of Bogart who has increased materials by \$500.00 has been changed to the following.

OLD BUSINESS

FY 15 BUDGET

We have asked for funding from our four major funding agencies. We have only heard back from

The city of Bogart which has increased materials by \$500.00.

Thanks!

Kelly

approved 10/13/14

Oconee County Library Board
Minutes of the Quarterly Meeting

July 14, 2014

The meeting of the OCLB was called to order by Chair Robert Wyatt. Members present included Robert Wyatt, Kelly Holt, Deann Craft, E.J. Stapler, Penny Mills, and Adam Cain. Also present were Donna Brumby, Kathryn Ames and Rhea Hebert.

Members absent: Kasey Gray-Moore, Philip Brown, Pat Hallow, Mark Campbell, Debbie Wagner, and Scott Gordon.

MINUTES

The minutes from the April 14, 2013 quarterly Board meeting were unable to be approved because we did not have a quorum.

PUBLIC COMMENT

There were no public comments to report.

BRANCH MANAGER'S REPORT

Some of the highlights from the Branch Manager's report were:

Attendance has been high at children's programs in Watkinsville and Bogart. In April, 601 children attended 23 programs. In June 2156 children attended 29 programs. 22 programs have been scheduled for July.

A total of \$390 was donated for the Summer Reading and YA Programming from GA Elite Gymnastics, First American Bank & Trust, Walmart of Athens, and several books to honor readers. A big THANKS to all who donated!

Personnel News

Rhea Hebert was hired to replace Jackie Elsner as Branch Manager. Welcome, Rhea!
Robert Hall and Jessica Fay resigned in June.
Elizabeth Lord resigned in July.

Jennifer Gude replaced Jessica Fay July 1st.
Jessica Simpson worked for 32 hrs. a week for 12 weeks as a summer intern.
Currently, there are two open positions. Interviews will begin on July 15.

Full time staff members hired since 2009 will participate in a presentation on GA Teachers Retirement on July 22 in Athens.

Nancy Scott fell on the sidewalk at the rear of the Watkinsville library on June 22 and broke her elbow. Her first day back was July 14. We are all glad that she is doing okay!

C & C Janitorial Services has been retained to continue to clean the Watkinsville and Bogart Libraries. Everyone is really happy with their services.

DIRECTOR'S REPORT

Kathryn mentioned that the broadband service will be more than quadrupled in Watkinsville and Bogart. This will increase capacity and speed.

We have just wrapped up fiscal year 14 and everything is in good shape. The copier lease has been renegotiated and so we should see a slight decrease next year. Kathryn reminded everyone that any money left in the reserve rolls over and stays in the Oconee County Library fund. As always, if you have any questions regarding the budget, please contact Kathryn.

Bogart Renovation

Kathryn worked up a rough draft to add approximately 9000 sq. ft. to the Bogart Library. Included was 2 study rooms (4 people ea.), auditorium expansion for 120 people, story time area, and space enough to double the collection. Kathryn is still working on the front end of the program that includes the history of the structure, window, etc. The deadline is October 1st.

The filter settings for the public computers have been updated. Some of the terms are different so it may need some tweaking.

Gun Law (effective July 1)

Under the new gun law, people can carry weapons into public buildings, like libraries. Because the libraries are a large gathering place for children, we want to ensure their safety. Kathryn consulted with Chief Lumpkin, Athens-Clarke County Chief of Police, to see what the libraries could do. Kathryn is also working with legislators on an amendment to exempt libraries from this law. There will be a training program for staff in early August to discuss handling situations that may arise from this new law.

Donna Brumby talked about Zinio, a new service for the Athens Regional Library System that started on May 1st. Zinio allows patrons to download current magazines to their electronic devices. Patrons would need to connect through the library's homepage, create a RB digital account using their library card and pin number. This service is free as long as it is done through the library's homepage. There are 58 titles currently available, however no children's titles yet. There is no return date, no limit on checkout, and lots of interactive features.

<http://www.athenslibrary.org/services/library-card-services/zinio-for-libraries>

FRIENDS OF THE LIBRARIES REPORTS

There was a great turnout for Family Fun Day. The petting zoo worked out well. There were lots of smaller animals to pet and hold.

The Oconee Library Friends are getting ready for the book sale in September. There will no longer be a \$1 bag day. Instead, there will be a ½ price day.

Bogart Library Friends are getting ready for the fall festival and the bookstore is doing well. The Bogart Library Friends Bookstore now has a Facebook page.

OLD BUSINESS

MEETING ROOMS

The ad-hoc committee met and gave a preliminary report on charging for library meeting rooms. The committee looked at who was using the room for profit and discussed a tiered fee plan. They would like to conduct a survey to see if people would continue to use the rooms if they were charged a fee. Library staff input is also needed. The committee plans of submitting a fuller report in the fall when they have more information and feedback.

NEW BUSINESS

Robert discussed ways that we could work with our funding agencies to show them how much we need their support. Letter writing and lobbying are just some of the ways that we can reach them, but does that work? Inviting funders to an informal gathering and showing them what the libraries do and what the needs are might be a new way of connecting with them. An "Eggs and Issues" type of meeting was discussed. Robert asked that the Finance Committee meet to work out the details.

Requests to close Bogart and Watkinsville for Fall Festivals

All members present agreed that the Bogart Library should be closed on Saturday, September 27, 2014 for the Bogart Fall Festival.

All members present agreed that the Watkinsville Library should be closed on Saturday, October 18, 2014 for the Watkinsville Fall Festival.

FY 15 Proposed Budget

Kathryn asked all members to take a look at the light green sheet that has the proposed FY 15 budget on it. She asked that we all take into consideration how much we have to pull out of the reserve and our funding needs for the next year.

The meeting was adjourned at 5:45 p.m.

The next meeting of the Oconee County Library Board is scheduled for October 13, 2014 at 4:30 p.m. at the Bogart Library.

Respectfully submitted, Kelly Holt, Secretary, OCLB

Approved 1-12-15

Oconee County Library Board
Minutes of the Quarterly Meeting

October 13, 2014

The meeting of the OCLB was called to order by Secretary Kelly Holt. Members present included, Kelly Holt, Deann Craft, E.J. Stapler, Penny Mills, Debbie Wagner, Philip Brown, Pat Hallow, Scott Gordon, Kasey Gray-Moore, and Adam Cain. Also present were Donna Brumby, Kathryn Ames and Rhea Hebert.

Members absent: Robert Wyatt

MINUTES

The minutes from the April 14, 2014 and the July 14, 2014 quarterly Board meetings were approved.

PUBLIC COMMENT

There were no public comments to report.

BRANCH MANAGER'S REPORT

Some of the highlights from the Branch Manager's report were:

Two library staff members are enrolled in library school: Josh Goodwin in Bogart and Molly Moore in Watkinsville.

Some of the events that took place in the libraries:

Bogart

Constitution Week display by the Apalachee Chapter of the DAR and a Banned Book Week display.

Watkinsville

Big Springs Quilt Guild program, WW I program hosted by Col. Lawrence Saul, Constitution Week display by Jr. American Citizens, resume and job search series, Banned Books Week display.

Personnel News

There have been no resignations.

Laura Frances Kelley, circulation began on July 28, 2014.

Jennifer Gude transferred from circulation to Adult Services, August 8, 2014.

Lyndey Clayborn, YA Specialist, began August 1, 2014.

Jessica Simpson transferred from summer intern to circulation, August 4, 2014.

Donna Butler made 12 classroom visits (all of the students at Malcolm Bridge Elementary)

Two large tables and a credenza that were no longer needed at the Athens Library were moved to the Watkinsville Library in preparation for use at the expanded Bogart Library. These items are being used to hold westerns and allowed for growth in the YA Manga collection.

Two corn snakes were found at the Watkinsville Library. One was found by the cleaning crew and one by the back door. "Snake away" was placed around the building.

DIRECTOR'S REPORT

Next week is National Friends of the Library week. Take some time to thank the Friends for all that they do for our libraries.

The Libraries are joining a statewide effort called "1000 books before kindergarten." There will be reading logs for this activity and we will be asking the Library Friends to support the reading project.

We are on target budget wise. We should be at 25% at this point in the fiscal year. Everything is going well. The E-rate is disappearing and will be further reduced next year, so we will need to look at how that impacts our budget. As always, if you have any budgetary questions, please contact Kathryn or Mamie Simonds.

The Libraries have received a grant from IMLS (Institute of Museum and Library Services) to be used in support of the STEM (Science, Technology, Engineering, Mathematics) project. Funds were granted per-capita for each system. We have used the grant money for books – for all ages. \$580.00 for adult books, \$230.00 for teen books, and \$2000.00 for children's books.

FRIENDS OF THE LIBRARIES REPORTS

The book sale was a success! The final numbers are not in yet, but we are grateful for all the work that the Friends of the Libraries do for the Oconee County Libraries.

The Watkinsville Friends of the Libraries will do some heavy SPLOST lobbying in the next month. They will be handing out flyers at the Fall Festival.

The Bogart Friends of the Libraries had a table at the Bogart Fall Festival and raised \$200.00. These funds will be used to purchase LEGOS.

The Friends of the Libraries will have an appreciation dinner on November 10.

BOGART BUDGET

Kathryn handed out a sq. ft. summary of the proposed expansion of the Bogart Library. The structural engineer who looked at the library said that the building was in good shape for expansion. She also handed out a 1st year budget for the facility. This is one of the requirements for planning. The Board unanimously agreed on the space allocations and the proposed budget.

In addition to the larger space, Kathryn reminded the Board that they will need two part-time staff and increased utilities costs with the new facility.

We are number seven on the state construction list. Oconee County already has the money to give for the project. We cannot do anything until the Legislature approves the project for funding. The pick and choose from the top ten projects, so we are in good shape.

Kathryn will compile a notebook with a full set of plans. There will be copies at both libraries and the courthouse.

OLD BUSINESS

Strategic Plan

Informational statistics were given out about how we are meeting the goals of our strategic plan. In some areas, we are exceeding our goals. If there are any questions, please email Donna or Rhea.

Meeting Room Fees

E.J., Robert, and Adam met about room fees. One item that Adam brought up was political entities using the library and putting their signage out in front of the library. He would like us to take a serious look at this issue. Does this look good for the Libraries? There will be another meeting to discuss this issue.

NEW BUSINESS

Finance Committee Meeting

We are looking at ways to target the legislative delegation at the Bogart Library November 12 @ 5:00 was suggested for hosting a small event/reception. This would be a chance to discuss what kind of support we need from our legislators.

In January we would host a small reception at the Watkinsville Library for local funders. The targeted audience would be the Board of Commissioners, The School Board, and city representatives. This would be an opportunity to encourage them to consider our increase requests.

The next meeting of the Oconee County Library Board is scheduled for January 12, 2015 at 4:30 p.m. at the Watkinsville Library.

Respectfully submitted, Kelly Holt, Secretary, OCLB

Unfortunately, these are my last minutes for the OCLB. Thank you all for a wonderful five years!